

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF OFFICE OF THE CITY MANAGER

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)					
				For Study	No Rec.	Defer	Against	CCAB					
CONTINUING ITEMS													
NEW ITEMS													
OCM-01	RTC posting and/or agenda noticing timelines for City Council agenda items.	200	10		X								
OCM-02	Explore development of a board or commission with a focus on multicultural/diversity outreach and/or issues.	120	0		X								
OCM-03	Grant Program for Neighborhoods	200	5		X								
OCM-04	Explore the City’s Role in supporting Universal Preschool.	155	5		X			1					
OCM-05	Explore Community Support for Community Events	155	5		X								

DEFERRED/BELOW THE LINE IN 2004

OCM-06	Update of community participation sub-element of the General Plan (Deferred)	430	0			X						
OCM-07	Role of City and Neighborhood Associations in impacting neighborhood quality of life (Deferred)	232	0			X						
OCM-08	Identify current levels of utilization and awareness of existing City services by Sunnyvale Child Care providers (Deferred)	300	0			X		2				

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New X

Previous Year (below line/defer) _____

Issue: RTC posting and/or agenda noticing timelines for City Council agenda items.

Lead Department: Office of the City Manager

General Plan Element or Sub-Element: 7.2 Community Participation

1. What are the key elements of the issue? What precipitated it?

Key elements: Are longer RTC posting and/or agenda item noticing periods needed for some Council meeting agenda items? If so, which items/issues are appropriate for longer posting periods?

What precipitated this Study Issue: At the April 20, 2004 Council meeting the City's Finance Department presented RTC 04-137, *Proposed Fiscal Year 2004/2005 Utility Rates*. During the public hearing, a representative of the Chamber of Commerce requested that Council postpone making a decision since the time between posting the RTC until the actual Council meeting was inadequate in their view. The RTC was posted to the City Web site Friday afternoon, consistent with City policy, and the Council meeting was held the following Tuesday evening. The Chamber representative indicated that this was not enough time to notify their membership of the issue, gather members' feedback, and provide that feedback to City Council.

Council acknowledged the request, and also asked staff to prepare a study issue paper on whether longer posting and/or agenda noticing periods were needed or appropriate for some Council meeting items/issues (such as development permits and fee rates).

2. How does this relate to the General Plan or existing City Policy?

Goal 7.2A. To have a community in which citizens are informed about local issues and have access to City services and personnel.

7.2A.2b. Identify those citizens impacted by significant Council actions and ensure that they receive timely information on how to participate in the decision making process.

3. Origin of issue:

Council Member(s): Fowler, Chu, Lee

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ of _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No ☒ Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 80

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 10

(d) Estimated work hours from Finance: 10

(e) Estimated work hours from other department(s):

Department: HRD 10

Department: LIB 10

Department: CDD 40

Department: DPR 10

Department: DPW 10

Department: DPS 10

Department: IT 10

Total Estimated Hours: 200

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No ☒

(b) Does this issue require review by a Board/Commission? If so, please list below:

Yes ☒ No ☐

The draft study issue report will be routed to all boards and commissions for comment at their discretion.

(c) Is a Council Study Session anticipated?

Yes ☐ No ☒

(d) What is the public participation process?

Public hearing at Council meeting.

7. Cost of Study: Please mark appropriate item below.

☒ Costs covered in operating budget – Neighborhood and Community Services

☐ Costs covered by project - <project name>

☐ Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study

approved by Council, if any: None anticipated; will be confirmed by Study Issue

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range	X				
New revenues/savings range					
Explain impact briefly:					

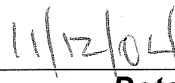
9. Staff Recommendation for this calendar year:**"For" Study ___ Explain:****"Against" Study ___ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:****No Recommendation X**

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

NCR / IGR Manager

Date**Approved by**

City Manager

Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New X

Previous Year (below line/defer) _____

Issue: Explore development of a board or commission with a focus on multicultural/diversity outreach and/or issues.

Lead Department: Office of the City Manager

General Plan Element or Sub-Element: 7.2 Community Participation

1. What are the key elements of the issue? What precipitated it?

Key Elements:

- 1) What would the mission and role of a board or commission of this type be in Sunnyvale? What kinds of issues would it review?
- 2) Are there established best practices for diversity or multicultural boards and or commissions in other cities? If so, provide descriptions, missions, outcomes, and success criteria.

Council convened a Multicultural Outreach Task Force in February 2004 to focus on outreach to Sunnyvale's multicultural populations. The task force was charged with reviewing the City's outreach practices and making recommendations to Council on how the City can encourage broader multicultural civic engagement, and help ensure that all Sunnyvale community members are informed about City issues and activities.

1. RTC 04-206, presented to Council on June 8, 2004, identified the task force's 18 recommendations. Creating a board or commission focused on multicultural issues and outreach was one of the task force's strongest recommendations, but was not endorsed by staff for two reasons:
 - a) The goals of this activity are similar to, and may largely be met by, two related recommendations that staff did support: Develop relationships with leaders of diverse ethnic and cultural organizations representing Sunnyvale residents; and, Create a multicultural business round table.
 - b) The mission of such a board or commission is unclear.

Instead, staff recommended that Council defer consideration of this recommendation until January 2006 when the other activities would have been in place for one year.

Council directed staff to develop a study issue proposal for ranking at the December Council Workshop to explore the feasibility of creating a Multicultural Outreach/Diversity advisory commission or board. Council also directed staff to gather input from the Multicultural Outreach Task Force about the proposed board or commission's role.

2. How does this relate to the General Plan or existing City Policy?

Policy Making and Program Planning

Goal 7.2C.1 Representation -- Plan for and encourage an appropriate cross-section of the community when obtaining public input for policy decisions

Service Delivery

Policy 7.2D.3 Access -- Provide reasonable and fair citizen access to information and services within budgeted resources

3. Origin of issue:

Council Member(s): Fowler, Chu

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ **of** _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No ☒ **Expected Year Completed** 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department	120
(b) Estimated work hours from consultant(s) if applicable:	
(c) Estimated work hours from the City Attorney's Office:	10
(d) Estimated work hours from Finance:	
(e) Estimated work hours from other department(s):	
Department: CDD	20
Department: ITD	20
Department: DPS	20
Department: DPR	20

Total Estimated Hours: 205

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes ___ No X

(c) Is a Council Study Session anticipated? Yes ___ No X

(d) What is the public participation process?

Per Council direction, input on this issue will be gathered in 2004 from the Multicultural Outreach Task Force.

Public hearing will be held at Council meeting

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget – Neighborhood and Community Services

___ Costs covered by project - <project name>

___ Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range		X			
New revenues/savings range					
Explain impact briefly: To be incurred if Study Issue recommends a Board or Commission and recommendation is then approved by Council					

9. Staff Recommendation for this calendar year:

"For" Study ___ **Explain:**

"Against" Study ___ **Explain.** If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation X

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.


Reviewed by


NCR / IGR Manager

Date

11/11/09

Approved by


City Manager

Date

11/12/04

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New X

Previous Year (below line/defer) _____

Issue: Neighborhood Grants for Community EnhancementLead Department: Office of the City ManagerGeneral Plan Element or Sub-Element: Community Participation**1. What are the key elements of the issue? What precipitated it?**

In December 2004 staff will present an RTC to council that updates them on the Connected Communities/Seamless Services Initiative that was launched in 2001 as the Integrated Neighborhood Services Project. This initiative focused on reviewing and implementing opportunities for community building in Sunnyvale. While the City's budget crisis has limited the project's scope and progress, many community building activities, initiated in FY2002/03 and implemented in FY2003/04 and 2004/05, were undertaken and guided by this initiative. They include the development of a City-wide Community Outreach administrative policy, the Neighborhood and Community Services Program, the Multicultural Outreach Task Force, and other department-specific endeavors. In order to give these activities a reasonable period of time to be implemented and develop, evaluation of the new community building activities is scheduled in the 2005/06 fiscal year. Meanwhile, if Council would like to further community building efforts in 2005, staff recommends this study issue, which would explore a "grants for neighborhoods" program. Basically these types of programs provide City grants directly to groups of residents or neighborhood associations for neighborhood improvement. Staff had identified "grants for neighborhoods programs" as warranting further study during the best practices research conducted in FY20001/02. Many cities have successfully implemented grants for neighborhoods programs, and there are many variations in how this type of program can be designed and administered.

2. How does this relate to the General Plan or existing City Policy?

Goal 7.2B Achieve a community in which citizens and businesses are actively involved in shaping the quality of life and participate in local community and government activities.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: _____

City Manager

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ **of** _____

Board or Commission ranking comments:

4. **Multiple Year Project?** Yes ___ No X **Expected Year Completed** 2005

5. **Estimated work hours for completion of the study issue (use 5 or 8-hour increments):**

(a) **Estimated work hours from the lead department** _____ 100

(b) **Estimated work hours from consultant(s) if applicable:** _____

(c) **Estimated work hours from the City Attorney's Office:** _____ 10

(d) **Estimated work hours from Finance:** _____ 15

(e) **Estimated work hours from other department(s):**

Department: Parks and Recreation _____ 20

Department: Public Works _____ 20

Department: Community Development _____ 20

Total Estimated Hours: _____ 185

6. **Expected participation involved in the study issue process?**

(a) **Does Council need to approve a work plan?** Yes ___ No X

(b) **Does this issue require review by a Board/Commission? If so, please list below:** Yes ___ No X

(c) **Is a Council Study Session anticipated?** Yes ___ No X

(d) What is the public participation process?

Exploratory discussions with neighborhood associations that are interested in providing input on this study issue

7. Cost of Study: Please mark appropriate item below.

 Costs covered in operating budget – Neighborhood and Community Services
 Costs covered by project - <project name>
 Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study

approved by Council, if any: Will be determined by Study Issue outcome, however, estimated fiscal impact is noted below.

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range		X			
New revenues/savings range					
Explain impact briefly: Costs will include dollar amount of grants as well as staff time spent on administering grants and working with neighborhood associations on implementation and project management.					

9. Staff Recommendation for this calendar year:

“For” Study **Explain:**

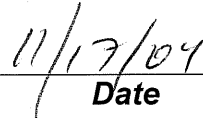
“Against” Study **Explain.** If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation X

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

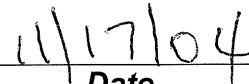
Reviewed by


 Manager, Neighborhood and
 Community Services


 Date

Approved by


 City Manager


 Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New X

Previous Year (below line/defer) _____

Issue: Explore the City's Role in supporting Universal PreschoolLead Department: OCMGeneral Plan Element or Sub-Element: Socio-Economic**1. What are the key elements of the issue? What precipitated it?**

Universal Preschool is a concept that provides free, voluntary preschool for all children ages 3-4 in California. The California Legislature is currently considering legislation that would phase in voluntary preschool state-wide over the next ten years. In addition, First Five Santa Clara County, the agency that administers Proposition 10 funds (tobacco tax funds) County-wide, has allocated \$50 million to begin piloting universal preschool in Santa Clara County.

The Child Care Advisory Board believes that Universal Preschool will have a significant impact on Sunnyvale child care centers, family child care providers and local colleges and universities (universal preschool teachers must meet minimum education requirements) as a large number of families may wish to access Universal Preschool This study would:

- Explore how and if the City can support the concept of Universal Preschool (e.g., through raising public awareness about the importance of quality early education, how to access Universal Preschool, etc.)
- Explore the role of the City in collaborating with local colleges and universities to train Universal Preschool teachers
- Explore how the City can work with First Five Santa Clara County to support Universal Preschool in Sunnyvale
- Conduct research on what other cities in the State of California are doing to support Universal Preschool

The outcome of this study is to make a recommendation on the most appropriate role for the City in supporting Universal Preschool.

2. How does this relate to the General Plan or existing City Policy?

5.1H.1 Support efforts to increase the availability, quality and accessibility of child care in north Santa Clara County.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____ Child Care Advisory Board

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue ____1__ of ____1__

Board or Commission ranking comments:

4. Multiple Year Project? Yes ____ No X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department _____ 150

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: _____ 5

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: _____

Department: _____

Department: _____

Total Estimated Hours: _____ 155

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ____ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes ____ No ____
X

Child Care Advisory Board

(c) Is a Council Study Session anticipated?

Yes ___ No X

(d) What is the public participation process?

Public hearing at CCAB and City Council meetings.

7. Cost of Study: Please mark appropriate item below.X Costs covered in operating budget – Child Care Resources___ Costs covered by project - <project name>___ Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any: Will be determined by the Study Issue

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range					
New revenues/savings range					
Explain impact briefly:					

9. Staff Recommendation for this calendar year:

“For” Study ___ Explain:

“Against” Study ___ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation X

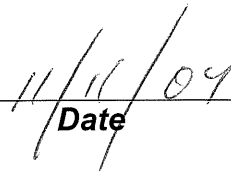
Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is

currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by



NCR/IGR Manager

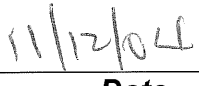


Date

Approved by



City Manager



Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New X

Previous Year (below line/defer) _____

Issue: Explore Community Support for Community EventsLead Department: OCMGeneral Plan Element or Sub-Element: 7 Community Participation**1. What are the key elements of the issue? What precipitated it?**

City Council has indicated continued interest in developing Sunnyvale's sense of community. Successful community-wide events are one well-established way to develop a city's identity as a place with a strong sense of community. In recent years the City's budget crisis has prevented the City from initiating and supporting community-wide events, and some Citywide events that have not developed a successful track record have been cancelled. A new approach to community events might be one where the costs (and benefits) of a citywide event are shared citywide by associations, businesses, community members and the City. This study issue would focus on two approaches for strengthening community events:

- 1) explore how a cost-sharing model of community-wide events might work in Sunnyvale, and the interest level and commitment of community agencies, local businesses, neighborhood associations and community members in participating
- 2) explore low-cost support options that the City could utilize to broaden neighborhood-based events.

2. How does this relate to the General Plan or existing City Policy?

Community Participation Sub-Element, Community Identity:

Goal 7.2E Create a strong, positive community identity.

Policy 7.2E.2 Community Celebration – Encourage celebrations of community and projects which focus on the character, diversity and quality of Sunnyvale.

7.2E.2a Sponsor and support community special events which strengthen a positive community identity.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: _____

City Manager _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ of _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 100

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 5

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: DPR 10

Department: DPS 10

Department: DPW 10

Department: CDD 20

Total Estimated Hours: 155

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes ___ No X

(c) Is a Council Study Session anticipated? Yes ___ No X

(d) What is the public participation process?

- Community meeting with representatives of neighborhood associations, community associations, faith based groups and businesses for discussion and input.
- Confidential survey to assess interest and commitment.
- Public hearing when RTC is presented.
- Standard City-noticing of RTC and public hearing.

7. Cost of Study: Please mark appropriate item below.

___ **Costs covered in operating budget – Neighborhood and Community Services; Communications**

___ **Costs covered by project - <project name>**

___ **Budget modification needed for study - <\$ Amount>**

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study


approved by Council, if any: To be determined by study issue. Range marked below is an estimate.

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range		X			
New revenues/savings range					
Explain impact briefly:					

9. Staff Recommendation for this calendar year:“For” Study Explain:“Against” Study Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:No Recommendation X

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

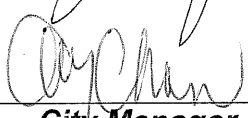
Reviewed by



NCR / IGR Manager12-1-04

Date

Approved by



City Manager12/1/04

Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Update of the Community Participation Sub-Element of the General Plan

Lead Department: Office of the City Manager

General Plan Element or Sub-Element: Community Participation Sub-Element

1. What are the key elements of the issue? What precipitated it?

The Community Participation Sub-Element outlines the City's basic policies regarding community member access to municipal services and information. It is divided into five topics: Community Education, Community Involvement, Policy Making and Program Planning, Service Delivery, and Community Identity.

Written in 1995, some of the information cited in the Sub-Element is dated. For example it cites community characteristics based on 1990 census data. The Sub-Element was also written before widespread internet and email use. It does not focus on new technology, even though email and the internet are important tools to engage Sunnyvale community members today.

In updating the Sub-Element, City staff would address a number of community-related issues including:

- The current level of Sunnyvale community involvement, education, engagement, and identity
- The use of technology (email and internet) to engage the community
- Outreach to the growing multi-cultural population in Sunnyvale
- Community characteristics based on 2000 census data

2. How does this relate to the General Plan or existing City Policy?

Legislative Management Sub-Element, Goal 7.3A: Assess community conditions, and make appropriate changes to long-range, mid-range and short-range plans.

Legislative Management Sub-Element, Action Statement 7.3A.1b: Monitor and assess Community Conditions on an on-going basis, and adjust long-range, mid-range and short-range plans to reflect changing conditions.

Legislative Management Sub-Element, Action Statement 7.3A.1c: Review and update each General Plan Sub-Element approximately every five years.

3. Origin of issue:

In response to RTC#03-455, *Explore Options to Improve Community Outreach*, an Outreach Task Force reviewed Sunnyvale's outreach guidelines including the City's Community Participation Sub-Element of the Sunnyvale General Plan.

The task force recommended that the Community Participation Sub-Element be updated within the next two years and that it include a discussion of multi-cultural/multilingual outreach and the utilization of modern technology including the Internet.

Council Member(s): _____

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ **of** _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ☒ **No** _____ **Expected Year Completed** 2006

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department	<u>250</u>
(b) Estimated work hours from consultant(s) if applicable:	<u> </u>
(c) Estimated work hours from the City Attorney's Office:	<u>5</u>
(d) Estimated work hours from Finance:	<u> </u>
(e) Estimated work hours from other department(s):	
Department: <u>CDD</u>	<u>100</u>
Department: <u>ITD</u>	<u>80</u>
Department: <u>DPW</u>	<u>5</u>

Total Estimated Hours: 440

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes X No

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes No X

(c) Is a Council Study Session anticipated? Yes X No

(d) What is the public participation process?

Outreach to community members, neighborhood associations, homeowner associations, community groups, faith-based organizations, ethnically diverse communities, businesses and nonprofits. A detailed community outreach plan will be developed in conjunction with Council reviewing the work plan.

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget – Neighborhood and Community Services

 Costs covered by project - <project name>

 Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study

approved by Council, if any: To be determined by Study Issue when recommendations are identified.

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range					
New revenues/savings range					
Explain impact briefly:					

9. Staff Recommendation for this calendar year:

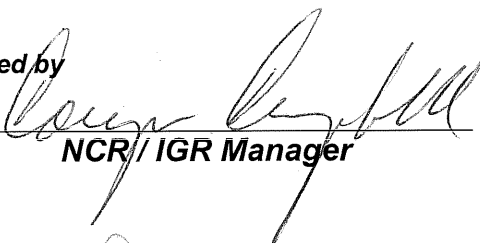
"For" Study Explain:

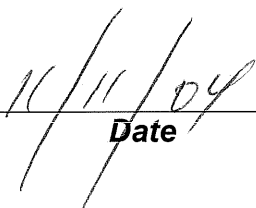
"Against" Study Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation X

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.


Reviewed by


NCR/IGR Manager


Date

Approved by


City Manager


Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Recommendation on Role of City and Neighborhood Associations in Impacting Neighborhood Quality of Life

Lead Department: Office of the City Manager

General Plan Element or Sub-Element:

1. What are the key elements of the issue? What precipitated it?

- Assess resident satisfaction with quality of life by neighborhood (or geographic district as used by CDD)
- Inventory current neighborhood associations and accomplishments
- Assess potential of neighborhood associations to impact neighborhood satisfaction
- Make recommendation for future city involvement with neighborhood associations

2. How does this relate to the General Plan or existing City Policy?

Community Participation Sub- Element

Community Education Goal 7.2A; Policy 7.2A.1 Use community and business organizations and networks as a resource for community education and outreach.

Community Involvement: Goal 7.2B Achieve a community in which citizens and businesses are actively involved in shaping the quality of life and participate in local community and government activities.

Policy 7.2B.3 -- Community Organizations: Support local and neighborhood organizations and strengthen contacts between the City and community organizations.

7.2B.3b Coordinate City neighborhood programs and outreach to improve support, communications and effectiveness

Policy 7.2B.4 -- Community Self-reliance: Encourage and support the development of greater community self-reliance for problem solving through effective community and neighborhood organizations.

7.2B.4b Encourage grass-roots efforts to identify and develop solutions for community problems.

3. Origin of issue:

Council Member(s): John Howe; Julia Miller

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ of _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes___ No__X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 200

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: _____

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: Planning(2), Neighborhood Pres.(10) 12

Department: Public Safety 20

Department: _____

Total Estimated Hours: 232

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes___ No__X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes___ No__X

(c) Is a Council Study Session anticipated? Yes___ No__X

(d) What is the public participation process?

Outreach to
neighborhood
associations and
community
residents

7. Cost of Study: Please mark appropriate item below.

☒ Costs covered in operating budget – Neighborhood and Community Services☐ Costs covered by project - <project name>☐ Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study
approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range	X				
New revenues/savings range					
Explain impact briefly:					

9. Staff Recommendation for this calendar year:

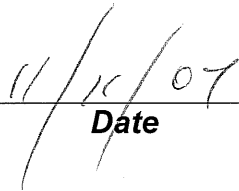
“For” Study ☐ Explain:“Against” Study ☐ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:No Recommendation ☒*Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is*

currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by



NCR /IGR Manager

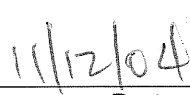


Date

Approved by



City Manager



Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) x

Issue: Identify current levels of utilization and awareness of existing City services by Sunnyvale child care providers.

Lead Department: OCM

General Plan Element or Sub-Element: 5 Socio-Economic

1. What are the key elements of the issue? What precipitated it?

This study would identify City services that are available to child care providers, how often child care providers utilize these services, and how aware providers are of these services. The purpose of this study is to:

- Identify perceived gaps in City services by providers
- Identify areas where staff deems a need for additional outreach and education to child care providers about City services

The outcomes of this study are to:

- Improve the quality of child care in Sunnyvale by increasing the utilization of City services by child care providers
- Support and promote existing City services for child care providers
- Provide information to City departments that can assist in future child care policy development, and planning and implementation of new City services that impact the child care community

This study was precipitated by the Child Care Advisory Board to assist them with gathering data to plan future study issues to address community needs and to provide them with information that will allow them to potentially seek outside funding to address gaps in service.

2. How does this relate to the General Plan or existing City Policy?

5.1H.1 Support efforts to increase the availability, quality and affordability of child care in North Santa Clara County.

3. Origin of issue:

Council Member(s):

General Plan:

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): Child Care

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue 2 of 2

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No x Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 100

(b) Estimated work hours from consultant(s) if applicable: 0

(c) Estimated work hours from the City Attorney's Office: 0

(d) Estimated work hours from Finance: 10

(e) Estimated work hours from other department(s):

Department: CDD 20

Department: Library 20

Department: Parks and Recreation 20

Department: Public Safety 20

Department: DED 10

Total Estimated Hours: 200

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No x

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes x No ___

Child Care

(c) Is a Council Study Session anticipated? Yes ___ No x

(d) What is the public participation process?

Outreach to child care providers. Public hearing at CCAB and City Council meetings.

7. Cost of Study: Please mark appropriate item below.**X Costs covered in operating budget - Child Care Resources****Costs covered by project - <project name>****Budget modification needed for study - <\$ Amount>****Explain below what the additional funding will be used for:****8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:**

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range	X				
New revenues/savings range					
Explain impact briefly:					

9. Staff Recommendation for this calendar year:**“For” Study Explain:****“Against” Study Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:****No Recommendation X**

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by


NCR / IGR Manager


Date

Approved by


City Manager


Date